

MENTORING SESSION #13

Name of Protégé _____
Name of Mentor _____
Date of Session _____

“Blame-all and Praise-all are two blockheads.”

Ben Franklin

PROFESSIONAL:

Core area of focus: Staff Development

Subject: Chaplain Assistant Evaluations, Promotion and Recognition

Bring to the session: - Blank copy of a Junior Enlisted Performance Report (EPR)
- Blank copy of a Senior Enlisted Performance Report (EPR)

- 1) Review and discuss a 5-level or 7-level CDC. Describe the enlisted rank system. Discuss the various skill levels and the progression process. (You can obtain a copy of the 5-Level or 7-Level Career Development Courses (CDCs) through your base level OJT Training Manager)
- 2) Explain the total person concept for promotion (i.e. self improvement, performance on the job, and community involvement).
- 3) Discuss enlisted career-field education (e.g. CDCs and in-residence courses).
- 4) Discuss enlisted Professional Military Education (PME) requirements and opportunities (i.e. Airmen Leadership School, NCO and SNCO academy).
- 5) Discuss the various recognition programs for the enlisted at your base. Discuss performance expectations and documentation for recognition, awards and decorations.
- 6) Discuss the Enlisted Evaluation System. The NCOIC should be involved in this discussion. Review and discuss a blank EPR. Discuss the difference between the EPR and the OPR.

PERSONAL:

Examine what qualities and behaviors you want to promote in the development of other individuals.

NEXT SESSION DATE and TIME: